

Welcome,

On behalf of the Town of Leesburg, welcome to our business community and thank you for your investment! Recently, Money Magazine ranked Leesburg as one of the best small towns to live. Bearing that accolade, we want you to know we are committed to helping your business succeed, and have a variety of resources to assist you.

Leesburg offers one of the most vibrant and fastest growing business communities in the United States. With our average household income of \$118,218, your business is positioned to take advantage of a thriving retail and service economy and bright workforce. Add to that the hundreds of millions of tourism dollars Leesburg attracts each year, and the potential is limitless!

Nearly 50% of our 50,000 residents have a Bachelor's Degree or higher, so you will find our workforce has the skills your business needs. We're young! 73% of our population is under 44 years of age.

The Town of Leesburg's Economic Development team stands ready to help your business grow. Each year, the Town offers several events and marketing data that will help guide your business. They are:

- Retail Market Analysis Report
- Business Awards Event
- Youth Career Expo
- Specific Industry Forums
- Leesburg Virtual Reality Tour
- Networking Events

Your Economic Development Team is the "start here" for business in Leesburg. If you have questions regarding office or retail space, marketing, connecting with the business community or any other business issues, we are here to help!

Our Business Development Package provides you with the demographic and marketing data needed to fine tune your business strategy, along with a list of resources to help you find the expertise you need in all areas of business.

Please contact us with any questions or issues you may have. We are always ready to help you and welcome your call or email.

Thank you again for your investment in the Town of Leesburg!

Sincerely,

*Marantha Edwards*

Marantha D Edwards, CMSM  
Director, Economic Development  
Town of Leesburg  
202 Church St., S.E .  
Leesburg VA 20175  
Office: 703-737-7019  
Mobile: 571-233-7061

[medwards@leesburgva.gov](mailto:medwards@leesburgva.gov)



[www.leesburgva.gov/business](http://www.leesburgva.gov/business)

Kindra Jackson  
Business Development Manager  
Town of Leesburg  
202 Church St, S.E.  
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[www.leesburgva.gov/business](http://www.leesburgva.gov/business)

# Demographic Snapshot

	Town of Leesburg	Loudoun County
<b>Population &amp; Households</b>		
• Population (July 2014 Census Bureau estimate)	49,496	349,679
• Population (Apr 2014 Loudoun County estimate)	43,996	351,611
• Households (Apr 2014 Loudoun County estimate)	14,894	117,117
• Average Household Size	3.08	3.08
<b>Income</b>		
• Average Household	\$114,991	\$149,631
• Median Household	\$96,221	\$131,775
• Per Capita	\$38,422	\$45,608
<b>Racial &amp; Ethnic Distribution</b>		
• White, Not Hispanic	60.3%	60.5%
• Hispanic (Any Race)	20.6%	12.9%
• Black, Not Hispanic	7.8%	7.2%
• Asian	8.1%	15.6%
• Other, including Two or More Races	3.2%	3.8%
<b>Foreign Born Population</b>		
• Foreign Born	23.1%	22.8%
• Speak 2 or More Languages Proficiently	16.6%	19.6%
<b>Age Distribution</b>		
• 19 and under	30.2%	32.2%
• 20 - 44	37.3%	35.7%
• 45 - 64	26.1%	24.8%
• 65 and older	6.4%	7.3%
• Median Age	33.8	35.1
<b>Educational Attainment (age 25 &amp; over)</b>		
• High School Graduate or higher	89.3%	93.7%
• Bachelor's Degree or higher	47.8%	56.6%
• Graduate or Professional Degree	17.4%	22.4%

Sources: Loudoun County Department of Planning & Zoning  
U.S. Census Bureau, 2011-2013 American Community Survey

Data may not sum due to rounding.

# Household Statistics

	Town of Leesburg	Loudoun County
<b>Population &amp; Households</b>		
• Population	46,056	337,766
• Households	14,887	109,291
<b>Types of Households</b>		
• Families	74.0%	77.5%
• Families With Children Under 18	43.6%	46.9%
• Single Person Households	18.2%	17.5%
• Other	7.8%	5.0%
• Average Household Size	3.08	3.08
• Average Family Size	3.55	3.49
<b>Income</b>		
• Average Household	\$114,991	\$138,326
• Average Family	\$118,218	\$149,631
• Per Capita	\$38,422	\$45,608
<b>Housing Tenure</b>		
• Owner-Occupied	66.2%	76.6%
• Renter-Occupied	33.8%	23.4%
<b>Labor Force Participation (16 and older)</b>		
• Total Population	77.2%	76.0%
• Men	85.9%	84.7%
• Women	68.6%	67.7%
• All Parents in Household		
• Families with Children Under 6	58.3%	62.0%
• Families with Children 6 to 17	71.7%	70.5%

Source: U.S. Census Bureau, 2011-2013 American Community Survey

Data may not sum due to rounding.

# Labor Market Statistics

## Labor Force & Unemployment

August 2015	Loudoun County	Annual Change	Northern Virginia*	Annual Change
Civilian Labor Force	195,721	+0.4%	1,602,048	+0.3%
Unemployment Rate	3.7%	-0.8%	3.8%	-0.7%

\*Virginia portion of Washington DC MSA

## Local At-Place Employment & Wages

4 <sup>th</sup> Quarter, 2014	Loudoun County	Annual Change	Northern Virginia*	Annual Change
# of Employers	10,344	+3.0%	83,374	+3.1%
Local Employment	150,444	+1.5%	1,325,798	+1.7%
Average Weekly Wages	\$1,204	+1.2%	\$1,369	+1.4%

\*Virginia portion of the Washington DC MSA

## Educational Attainment (Age 25 & Older)\*\*

	Town of Leesburg	Loudoun County	Washington DC MSA
High School Graduate or higher	89.3%	93.7%	90.3%
Bachelor's Degree or higher	47.8%	56.6%	48.0%
Graduate or Professional Degree	17.4%	22.4%	23.0%

\*\*2011-2013 American Community Survey

Sources: U.S. Census Bureau; Virginia Employment Commission

# *Major Employers, 2014*

Private Employers, 250 to 500 employees:

<b>Company</b>	<b>Sector</b>
Mastec Services	Management Consulting
Target	Retail
Wegmans	Retail

Private Employers, 100 to 250 employees:

<b>Company</b>	<b>Sector</b>
Armfield Harrison & Thomas	Insurance
AutoNation Leesburg Toyota	Retail
Costco	Retail
Dulles Motor Cars	Retail
Giant Food (two locations)	Retail
Heritage Hall Health Care	Healthcare
Home Depot	Retail
K2M	Research & Development
Rehau	Research & Development
Walmart	Retail

Public Employers:

<b>Company</b>	<b># of Employees</b>
Loudoun County	2,000 – 2,500
Loudoun County Public Schools	1,500 – 2,000
Federal Aviation Administration	500 – 1,000
Town of Leesburg	500 – 1,000
Commonwealth of Virginia	250 – 500
U.S. Postal Service	100 – 250

Town of Leesburg Economic Development  
202 Church Street SE • Leesburg VA 20175  
(703) 737-7019 • [www.leesburgva.com](http://www.leesburgva.com)

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*the hometown of the 21st century*

# Commuting Patterns

## Workers in Leesburg

### Commute From

• Leesburg	15.6%
• Elsewhere in Loudoun County	32.1%
• Elsewhere in Northern Virginia	20.8%
• Northern Shenandoah Valley	5.8%
• Maryland	7.1%
• West Virginia	6.1%
• All Other Locations	12.5%

## Leesburg Residents

### Commute To

• Leesburg	12.0%
• Elsewhere in Loudoun County	26.3%
• Elsewhere in Northern Virginia	38.3%
• Maryland	6.3%
• Washington DC	3.5%
• All Other Locations	13.6%

### Means of Transportation to Work

• Drove Alone	73.8%
• Carpooled	10.4%
• Public Transit	5.4%
• Other Transportation	4.8%
• Worked at Home	5.6%

Average Commute (Minutes)	30.5
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Sources: U.S. Census Bureau, 2012 LED (Primary Jobs) and 2011-2013 ACS

# 2015 Business Taxes

The following is a summary of the taxes to which businesses located within the Town of Leesburg are subject.

♦ **State Income Tax**

Any corporation having income from Virginia sources is required to file and report that income annually. The income tax rate is 6% of computed Virginia taxable income.

♦ **Business, Professional & Occupational License Tax**

Most businesses, including home based businesses, are subject to a gross receipts tax. The tax rate depends upon the type of business, but ranges from 0.10% to 0.25%. A separate fact sheet provides more detailed information.

♦ **Real Property Tax**

Businesses located within the Town of Leesburg pay real property taxes to both Loudoun County and the town. Real property tax rates for 2015 are listed below. Rates are per \$100 of assessed fair market value.

<b>Town of Leesburg</b>	<b>\$0.183</b>
<b>Loudoun County</b>	<b>\$1.135</b>
<b>Total</b>	<b>\$1.318</b>

♦ **Tangible Personal Property Tax**

The tax on tangible personal property (manufacturing equipment and tools, office equipment, computers, etc.) is based on the original total capitalized cost and the age of the property. Property is taxed at 50% of cost the first year and is reduced 10% each year thereafter until a minimum of 10% is reached. 2015 tax rates (per \$100 of valuation) are listed below.

	<b>Nominal Tax Rate</b>
<b>Town of Leesburg</b>	<b>\$1.00</b>
<b>Loudoun County</b>	<b>\$4.20</b>
<b>Total</b>	<b>\$5.20</b>

♦ **Bank Franchise Tax**

Banks located within the Town pay a franchise tax of \$0.80 per \$100 of net capital.

♦ **Consumer Taxes**

Consumer taxes which business located in Leesburg may pay or collect include Sales & Use Tax (6% combined state & local rate), Meals & Beverage Tax (3.5%), Hotel Tax (8%), Telecommunications Tax (16% on the first \$300 of monthly charges), and Utilities Tax (up to \$48 per month on electrical and natural gas service).

♦ **Inventory Tax**

Manufacturers' inventory is not subject to taxation in Virginia. Neither the Town of Leesburg nor Loudoun County imposes a capital tax on merchants.

**Updated: July 2015**



# *Business, Professional & Occupational Licenses*

Most businesses located in the Town of Leesburg are required to have a Town of Leesburg business, professional & occupational license (BPOL), including home-based businesses. To obtain your business license, visit the Town of Leesburg Finance Department on the first floor of Town Hall, located at 25 West Market Street. If you have any questions, please call the Finance Department at 703-771-2701.

The tax associated with this license is either a percentage of gross receipts or a flat rate. Businesses that are normally subject to the tax rate based on gross receipts, but have less than \$50,000 in gross receipts pay a minimum fee of \$20.00. When you first apply for your business license, you will pay estimated taxes based on the gross receipts that you expect to generate through the end of the calendar year.

2015 BPOL rates on gross receipts are:

Amusements	\$0.25 per \$100 of gross receipts
Building Contractors and Trades	\$0.10 per \$100 of gross receipts
Business Service Occupations	\$0.20 per \$100 of gross receipts
Hotel/Motel/B&B	\$0.23 per \$100 of gross receipts
Massage Therapy	\$0.20 per \$100 of gross receipts
Money Lenders	\$0.16 per \$100 of gross receipts
Personal Service Occupations	\$0.20 per \$100 of gross receipts
Professional, Specialized Businesses	\$0.20 per \$100 of gross receipts
Public Utilities	\$0.50 per \$100 of gross receipts
Repair Service Occupations	\$0.15 per \$100 of gross receipts
Retail Merchants	\$0.10 per \$100 of gross receipts
Vending Machine Merchants	\$0.10 per \$100 of gross receipts
Wholesale Merchants	\$0.075 per \$100 of gross purchases

2015 BPOL flat tax rates are:

Building/Savings & Loan Associations	\$50 annually
Cable Television Companies	\$25 annually
Fortune Tellers	\$500 annually
Peddlers & Itinerant Vendors	\$250 annually
IAcoholic Beverages (beer & wine) (based on type of license)	\$25-\$75 annually
Mixed Beverage Licenses (based on # of seats)	\$200-\$500 annually
Brewery License	\$500.00 annually
Coin Operated Amusement Machines (based of # of machines)	\$100-\$200 annually

## **Renewals**

In late March/early April each year, business license renewal forms are sent to all businesses. When submitting the renewal form, businesses state their gross receipts for the previous year and include the appropriate amount of tax due. Businesses renewing for the first time should contact the Finance Department to determine the additional amount due for the prior year, if any. Business license renewals are due by May 1<sup>st</sup> of each year.

Town of Leesburg Economic Development  
202 Church Street SE • Leesburg, Virginia 20175  
(703) 737-7019 • [www.leesburgva.com](http://www.leesburgva.com)

  
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## Commercial Lenders

### Access National Bank

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300 Fort Evans Road NE, Suite 103 Leesburg VA 20175  
703.871.2100 • [www.accessnationalbank.com](http://www.accessnationalbank.com)

Ted Lauer, Senior Vice President & SBA Department Manager  
703.871.2104 • [tlauer@accessnationalbank.com](mailto:tlauer@accessnationalbank.com)

Thomas Ciolkosz, Vice President & Business Relationship Manager  
703.871.1045 • [tciolkosz@accessnationalbank.com](mailto:tciolkosz@accessnationalbank.com)

### Bank of America

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505 E. Market Street, Leesburg VA 20176  
703-771-3850

554 Fort Evans Road NE, Leesburg VA 20176  
• [www.bankofamerica.com](http://www.bankofamerica.com) 703.737.7795 •

Jeff Austinson, Branch Manager – Market Street  
703.771.3850 • [jeffery.austinson@bankofamerica.com](mailto:jeffery.austinson@bankofamerica.com)

Spencer Orme, Branch Manager – Fort Evans Road  
703.737.7795 • [spencer.orme@bankofamerica.com](mailto:spencer.orme@bankofamerica.com)

### Bank of Clarke County

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504 E. Market Street, Leesburg VA 20176  
800-650-8723 • [www.bankofclarke.com](http://www.bankofclarke.com)

Nan Havens, Financial Services Officer  
[nhavens@bankofclarke.com](mailto:nhavens@bankofclarke.com)

### BB&T Bank

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101 Catoctin Circle SE, Leesburg VA 20175  
703.771.7204 • [www.bbandt.com](http://www.bbandt.com)

Channing Jones, Vice President & Small Business Advisor  
703.771.7717 • [channing.jones@bbandt.com](mailto:channing.jones@bbandt.com)

Faye McKimmey, Branch Manager  
703.771.7717 • [faye.mckimmey@bbandt.com](mailto:faye.mckimmey@bbandt.com)

## Cardinal Bank

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20 Catoctin Circle SE, Leesburg VA 20175  
703.771.3353 • [www.cardinalbank.com](http://www.cardinalbank.com)

Dianne Capilongo, Vice President & Leesburg Office Manager  
703.771.3353 • [dianne.capilongo@cardinalbank.com](mailto:dianne.capilongo@cardinalbank.com)

Eileen Kennedy, Senior Vice President, Commercial Lender  
571.328.0230 • [eileen.kennedy@cardinalbank.com](mailto:eileen.kennedy@cardinalbank.com)

## Capital One Bank

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401 East Market Street, Leesburg VA 20176  
703.669.3070 • [www.capitalone.com](http://www.capitalone.com)

607 Potomac Station Drive NE, Leesburg VA 20176  
703.669.2203 • [www.capitalone.com](http://www.capitalone.com)

Scott Loftis, Commercial Lender  
571.419.4578 • [scott.loftis@capitalone.com](mailto:scott.loftis@capitalone.com)

## Citibank

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540 E Market Street Leesburg VA 20176  
703.779.7056 • [www.citicbank.com](http://www.citicbank.com)

Patti Von Bokern, Branch Manager  
703.779.7056 • [patti.vonbokern@citi.com](mailto:patti.vonbokern@citi.com)

## First Citizens Bank

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40 Catoctin Circle NE, Leesburg VA 20176  
703.669.9884 • [www.firstcitizens.com](http://www.firstcitizens.com)

Michael Harrison, Senior Vice President, Manager of Business Banking  
703.669.9896 • [Michael.harrison@firstcitizens.com](mailto:Michael.harrison@firstcitizens.com)

Kevin Brown, Vice President, Commercial Banker  
703.669.9893 • [Kevin.brown@firstcitizens.com](mailto:Kevin.brown@firstcitizens.com)

## John Marshall Bank

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842 South King Street, Leesburg VA 20175  
703.779.4811 • [www.johnmarshallbank.com](http://www.johnmarshallbank.com)

Paul Bice, Market Regional President  
703.779.4811 • [pbice@johnmarshallbank.com](mailto:pbice@johnmarshallbank.com)

Jim Bowman, Senior Vice President  
703.779.4811 • [jb Bowman@johnmarshallbank.com](mailto:jb Bowman@johnmarshallbank.com)

Tony Twininger, Vice President  
703.779.4811 • [Twininger@johnmarshallbank.com](mailto:Twininger@johnmarshallbank.com)

## **M&T Bank**

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526 E Market Street, Leesburg VA 20176  
703.777.7080 • [www.mtb.com](http://www.mtb.com)

Luke Coates, Branch Manager  
703.777.7080 • [wcoates@mtb.com](mailto:wcoates@mtb.com)

## **Middleburg Bank**

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106 Catoctin Circle SE, Leesburg VA 20175  
703.777.6327 • [www.middleburgbank.com](http://www.middleburgbank.com)

538 Fort Evans Road NE, Leesburg VA 20176  
703.777.6327 • [www.middleburgbank.com](http://www.middleburgbank.com)

Kitty Kearns, Chief Credit Officer  
703.777.6327 • [kkearns@middleburgbank.com](mailto:kkearns@middleburgbank.com)

Jim Maki, Vice President, Senior Vice-President, Commercial Relationship Manager  
703.443.1318 • [jmaki@middleburgbank.com](mailto:jmaki@middleburgbank.com)

Cheryl Cook, Assistant Vice-President, Small Business Administration Analyst  
703.737.3460 • [ccook@middleburgbank.com](mailto:ccook@middleburgbank.com)

## **PNC Bank**

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606 South King Street, Leesburg VA 20175  
703.779.8554 • [www.pnc.com](http://www.pnc.com)

William McGowan, Branch Manager  
703.779.8554 • [william.mcgowan@pnc.com](mailto:william.mcgowan@pnc.com)

## **Sandy Spring Bank**

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1 Catoctin Circle NE, Leesburg VA 20176  
301.774.6400 x 4423 • [www.sandyspringbank.com](http://www.sandyspringbank.com)

Mark Kennedy, Commercial Relationship Manager  
703.319.9000 ext 4143 • [markkennedy@sandyspringbank.com](mailto:markkennedy@sandyspringbank.com)

## **SONABank**

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1 East Market Street, Leesburg VA 20176  
703.777.2424 • [www.sonabank.com](http://www.sonabank.com)

Erik A. Seppala, AVP/Commercial Lender  
703.777.2424 • [eseppala@sonabank.com](mailto:eseppala@sonabank.com)

Jossie Arroyo, Regional Manager Banking Officer, Assistant Vice President  
703.893.7400 • [jarroyo@sonabank.com](mailto:jarroyo@sonabank.com)

### **Summit Community Bank**

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204 Catoctin Circle SE, Leesburg VA 20175  
703.777.6556 • [www.mysummit.com](http://www.mysummit.com)

Debbi Alexander, AVP Branch Manager  
703.777.6556 • [dalexander@summitfgi.com](mailto:dalexander@summitfgi.com)

### **SunTrust Bank**

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1007 Edwards Ferry Road NE, Leesburg VA 20176  
703.737.0649 • [www.suntrust.com](http://www.suntrust.com)

Rupinder Tiwana, Vice President & Branch Manager  
703.737.0649 • [rupinder.tiwana@suntrust.com](mailto:rupinder.tiwana@suntrust.com)

### **TD Bank**

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552 East Market Street, Leesburg VA 20176  
703.443.1085 • [www.tdbank.com](http://www.tdbank.com)

Mari Seliciano, Assistant Store Manager  
703.443.1085 • [joann.livecchia@td.com](mailto:joann.livecchia@td.com)

### **United Bank**

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531 East Market Street, Leesburg VA 201765  
703.779.3531 • [www.bankatunited.com](http://www.bankatunited.com)

Sean Biehl, Branch Manager  
703.779.3531 • [sean.biehl@bankwithunited.com](mailto:sean.biehl@bankwithunited.com)

### **Wells Fargo**

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30 Catoctin Circle SE, Leesburg VA 20175  
703.777.5353 • [www.wellsfargo.com](http://www.wellsfargo.com)

701 East Market Street, Leesburg VA 20176  
703.771.1992 • [www.wellsfargo.com](http://www.wellsfargo.com)

1616 Village Market Boulevard SE, Leesburg VA 20175  
703.777.4630 • [www.wellsfargo.com](http://www.wellsfargo.com)

Chamicka Pollock, Vice President/District Manager  
703.777.5353 • [chamicka.pollock@wellsfargo.com](mailto:chamicka.pollock@wellsfargo.com)

# *Commercial Real Estate Brokers*

## **Brown-Carrera Realty LLC**

110 East Market Street, Suite 100, Leesburg VA 20175  
703-777-0007 • [www.browncarrera.com](http://www.browncarrera.com)

- Sales & leasing
- Property management

## **Carter Braxton Preferred Properties**

16 South King Street, Leesburg VA 20175  
703-777-7772 • [www.carterbraxtonproperties.com](http://www.carterbraxtonproperties.com)

- Leasing
- Investment properties
- Commercial

## **Cassidy Turley**

6903 Rockledge Drive, Suite 900, Bethesda, MD 20817  
301-424-2100 [www.cassidyturley.com](http://www.cassidyturley.com)

- Leasing and Sales
- Tenant Representation
- Property Management

## **Clark Realty Capital, LLC**

4401 Wilson Boulevard, Suite 600, Arlington, VA 22203  
703-294-4540 • [www.clarkrealty.com](http://www.clarkrealty.com)

- Sales & leasing
- Investor, landlord & tenant representation

## **Devine Commercial**

1 Loudoun Street SW, Leesburg VA 20175  
703-771-1918 • [www.devinecommercial.com](http://www.devinecommercial.com)

- Sales & leasing
- Investor, landlord & tenant representation

## **Federal Realty**

1626 E. Jefferson Street, Rockville, MD 20852  
301-998-8100 • [www.federalrealty.com](http://www.federalrealty.com)

- Sales & leasing
- Investor, landlord & tenant representation

## **HMI Property, LLC**

1509 Dodona Terrace, Suite 205, Leesburg, VA 20175  
703-600-7777 • [www.hmiproperty.com](http://www.hmiproperty.com)

- Sales & leasing
- Investment properties

## **Landmark Commercial Real Estate**

1856 Old Reston Avenue, Suite 301, Reston, VA 20190  
703-437-1440 • [www.landmarkcre.com](http://www.landmarkcre.com)

- Sales & leasing
- Investor, landlord & tenant representation
- Property management

## **Landmark Group Commercial**

30 Catoctin Circle, Suite F, Leesburg VA 20175  
703-861-1451

- Sales & leasing
- Investor, landlord & tenant representation

## **Lansdowne Real Estate Company**

19415 Deerfield Ave, Ste 301, Lansdowne VA 20176  
703-858-9133 • [www.lansdownerealestateco.com](http://www.lansdownerealestateco.com)

- Sales & leasing
- Investor, landlord & tenant representation

## **Morrissey Commercial**

308 Gaines Ct SW, Leesburg VA 20175  
703-431-1340 • [www.morrisseycre.com](http://www.morrisseycre.com)

- Sales & leasing
- Investor, landlord & tenant representation

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**Nicole Ann Gustavson**

15 North King Street, Suite 103  
703-791-1717

- Property Management
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**NAI/KLNB**

8027 Leesburg Pike, Suite 300, Vienna, VA 22182  
571-382-2061 • <http://naiklnb.com/broker/kevin-j-goeller/>

- Sales & leasing, Land development
  - Investor, landlord & tenant representation
- 

**Next Realty**

1750 Old Meadow Road, Suite 250, McLean, VA 22102  
703-442-4500 • [www.nextrealty.com](http://www.nextrealty.com)

- Sales & leasing
  - Investor, landlord & tenant representation
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**Paladin Real Estate**

312-F East Market St, Leesburg, VA 20176  
571-215-5561 • [www.palre.com](http://www.palre.com)

- Sales & leasing
  - Investor, landlord & tenant representation
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**Pangle & Associates**

109 South King Street, Leesburg, VA 20175  
703-930-4872 • [www.pangleandassociates.com](http://www.pangleandassociates.com)

- Sales & leasing
  - Investor, landlord & tenant
- 

**Potomac Real Estate Partners**

12700 Sunrise Valley Drive, Suite 102, Reston, VA 20192  
571-313-1900 [www.prep-llc.com](http://www.prep-llc.com)

- Sales & leasing
  - Investor, landlord & tenant representation
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**Tetra Partners**

11450 Baron Cameron Boulevard, Reston, VA 20190  
703-796-1800 • [www.tetrapartners.com](http://www.tetrapartners.com)

- Sales & leasing
  - Investor, landlord & tenant representation
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**Uniwest Group**

8191 Strawberry Lane, Falls Church, VA 22042  
703-442-4500 • [www.uniwestgroup.com](http://www.uniwestgroup.com)

- Sales & leasing
  - Investor, landlord & tenant representation
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**Vaaler Real Estate**

209 Church Street SE, Leesburg VA 20175  
703-771-1162 • [www.vaaler.us](http://www.vaaler.us)

- Sales & leasing
  - Investor, landlord & tenant representation
  - Property management
- 

**Verity Commercial, LLC**

11490 Commerce Park Drive, #500, Reston, VA 20170  
703-435-4007 • [www.veritycommercial.com](http://www.veritycommercial.com)

- Sales & leasing
  - Investor, landlord & tenant representation
  - Property management
- 

**Updated: August 2015**

Town of Leesburg Economic Development  
202 Church Street SE • Leesburg, Virginia 20175  
(703) 737-7019 • [www.leesburgva.com](http://www.leesburgva.com)

  
*the hometown of the 21st century*

# *Guidelines for Business Special Events*

## **Business Assistance Provided:**

### ◆ **Ribbon Cutting Ceremonies**

At your request, Economic Development staff will coordinate the attendance of Town officials, issue a media alert, post the event on the Town website, provide ribbon and ceremonial scissors, and take pictures for distribution to the media after the event.

### ◆ **Media & Promotional Assistance**

Today you have many more options to attract attention to your business than traditional signs and print ads. Let our Economic Development staff help you identify ways to reach your existing and potential customers with news of your special event.

## **Permit Requirements & Restrictions:**

Business Special Events such as grand openings and special sales events related to a specific business that involve activities outside the typical boundaries (physical or functional) of the business require a zoning permit, along with a scaled site plan showing the activity area, temporary structures, displays and signs. A Business Special Event shall be permitted three (3) times per year for a three (3) day period per event. Please submit your application at least 10 business days in advance in order to allow staff time to review the application. There is a \$50.00 permit fee. It may be possible for the permit to be issued at the time of application. The zoning permit for a Business Special Event will cover the following items, as applicable:

### ◆ **Temporary Signs**

Banners, up to 24 square feet in size, are allowed. Two real estate-style signs, subject to size restrictions, or A-frame signs no larger than 5 square feet each are permitted as well. A separate temporary sign permit is not required if the signs are included as part of the Business Special Event. Temporary signs shall be located on-site, and may not be placed in the public right-of-way or in locations that create sight distance hazards for motorists.

### ◆ **Tents & Moonbounces**

Tents, moon bounces/similar inflated play structures, and other temporary structures are permitted only in association with a Business Special Event, regardless of size or how long the items will be installed. The application does require a site plan. Tents that are 900 square feet and larger require approval of the Loudoun County Fire Marshall. Temporary structures require building permit approval from the Loudoun County Department of Building and Development.

### ◆ **Flags, Pennants and Streamers**

These items are subject to the same regulations as signs, and must be located on-site and may not be placed in the public right-of-way or in locations that create sight distance hazards for motorists and only in association with a Business Special Event.

### ◆ **Additional Notes**

Events must be held between 8:00 a.m. and 10:00 p.m. Additional use restrictions may apply or coordination with other Town Departments may be required. For more information or assistance, please contact either the Economic Development Office at (703) 737-7019 or the Planning & Zoning Department at (703) 771-2765.

**Updated: July, 2015**

Town of Leesburg Economic Development  
25 West Market Street • Leesburg, Virginia 20175  
(703) 737-7019 • [www.leesburgva.com](http://www.leesburgva.com)





# Housing Market

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## Housing Units by Type (Dec 2014)

• Single Family Home	6,748
• Townhomes/Duplexes	4,253
• Multifamily	4,498

<b>Total</b>	<b>15,499</b>
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## 2014 Average Sales Price\*

• Condo – New	(no sales)
• Condo – Resale	\$176,519
• Townhome – New	\$383,478
• Townhome – Resale	\$305,396
• Single Family Home – New	\$709,096
• Single Family Home – Resale	\$450,242

• Number of Units Sold:	
• New	78
• Resale	905

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## Apartments\*

• Number of Complexes	9
• Total Units	1,772
• Average Starting Monthly Rental Rates:	
• 2 bed, 2 bath	\$1,518
• 1 bed, 1 bath	\$1,223

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\*Market rate only

Sources: Town of Leesburg Town Manager's Office  
Loudoun County Land Management Information System

# Town of Leesburg Dashboard

Economic Development Department  
Quarterly Update

February, 2015



## Internet Activity

Town of Leesburg Economic Development Page(s)		
	Hits 2014 3 <sup>rd</sup> Qtr	Hits 2014 4 <sup>th</sup> Qtr
Economic Development Homepage-	1,543	1,075
HUBZone Page	386	255
New & Opening	2,508	1,556

Leesburg Economic Development Facebook Page		Town of Leesburg Linkedin Page	
Reach: 1,699	Friends: 151	Followers: 613	New Followers: 33
Likes: 79	New Likes: 37	Page Views: 31	

## Business Development Pipeline

	Since
Business Attraction Efforts	1/1/13
Qualified Prospects	142
Current Prospects	85
Wins- New Businesses	39
Jobs Created by Wins	185
Lost Prospects	18
Ribbon Cuttings	80

### New Business (BPOL) Licenses Issued

December 2014	12	May 2014	35
November 2014	16	April 2014	22
October 2014	26	March 2014	22
September 2014	18	February 2014	29
August 2014	34	January 2014	33
July 2014			
June 2014	15		

Source: Town of Leesburg- Economic Development

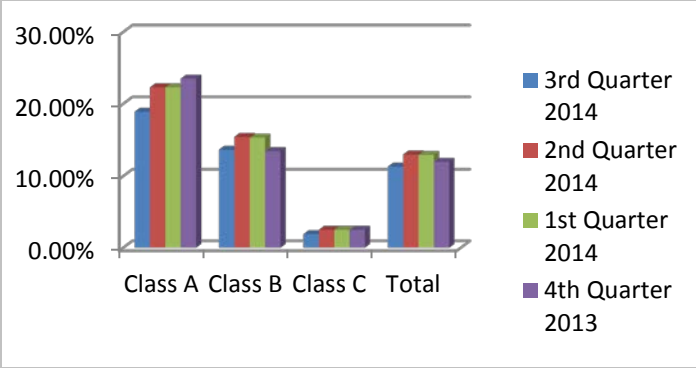
## HUBZone Activity

	Total		FY 13	FY 14	FY 15	Total
Total Leesburg HUBZone Companies (Certified and those seeking certification)	47*	New Companies Landed-	19	18	5	41
Current Prospects-	56	New Jobs Created-	69	52	15	186*
HUBZone Certified Companies-	20	Leesburg HUBZone Linkedin Page-Members				84
Source: Town of Leesburg- Economic Development		*Includes 50 jobs from pre-existing business				
*Includes 6 pre-existing businesses						

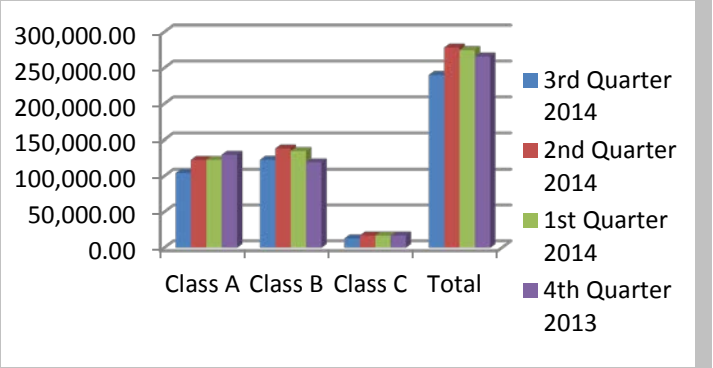
## Office Market

Source: Town of Leesburg- Economic Development

### Vacancy Rates



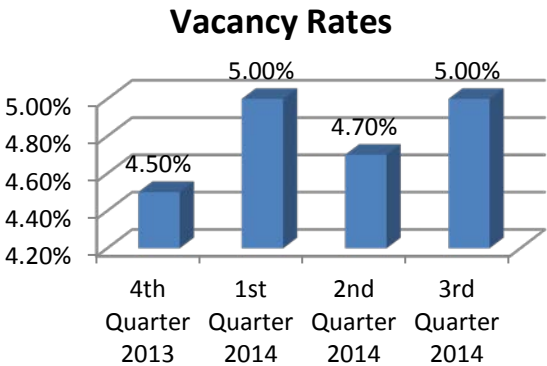
### Vacant Square Footage



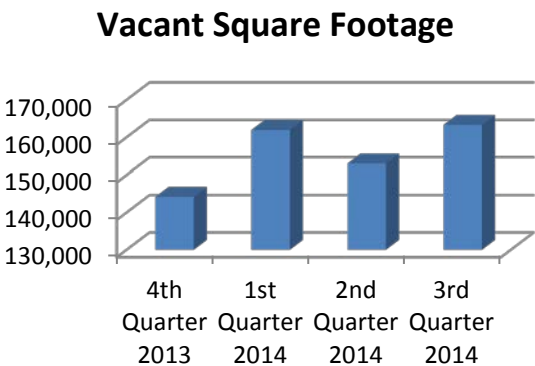
	Class A	Class B	Class C	Total		Class A	Class B	Class C	Total
3 <sup>rd</sup> Qtr 2014	18.9%	13.7%	1.9%	11.33%	3 <sup>rd</sup> Qtr 2014	104,392	122,832	12,957	240,181
2 <sup>nd</sup> Qtr 2014	22.3%	15.4%	2.5%	13.03%	2 <sup>nd</sup> Qtr 2014	122,751	138,637	16,957	278,345
1 <sup>st</sup> Qtr 2014	22.3%	15.3%	2.5%	12.97%	1 <sup>st</sup> Qtr 2014	122,751	135,190	16,957	274,898
4 <sup>th</sup> Qtr 2013	23.5%	13.5%	2.5%	12.0%	4 <sup>th</sup> Qtr 2013	129,751	119,185	16,957	265,893
					Total Square Feet-	551,388	881,640	687,094	2,136,822

## Retail Market

Source: Town of Leesburg- Economic Development



3rd Quarter 2014	5.0%
2nd Quarter 2014	4.7%
1st Quarter 2014	5.0%
4th Quarter 2013	4.5%

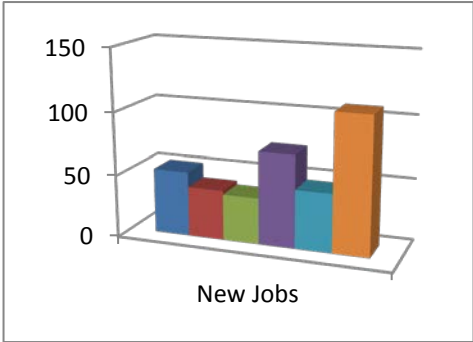


3 <sup>rd</sup> Quarter 2014	163,311
2 <sup>nd</sup> Quarter 2014	153,016
1 <sup>st</sup> Quarter 2014	161,955
4 <sup>th</sup> Quarter 2013	144,955

## Residential Real Estate Trends

Months of Supply- October 2014- 5.78 months Days on Market- January 2015 50 days Median Sale Price- January 2015- \$356,667

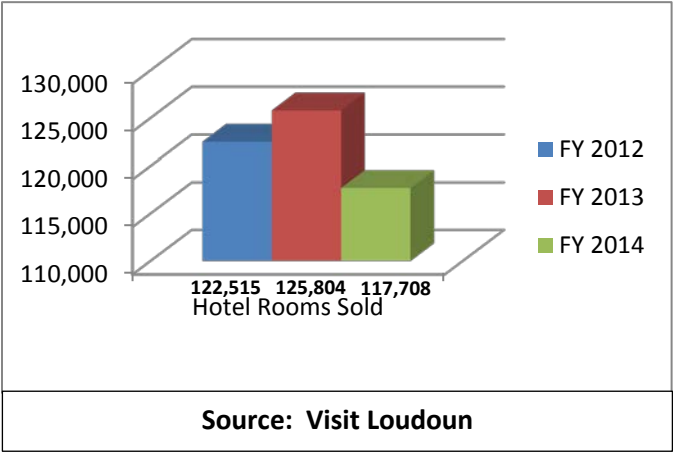
## Town wide Jobs



New Jobs 2013- 2014			
Nov. 2013	51	May 2014	52
Dec. 2013	32	June 2014	40
January 2014	55	July 2014	37
February 2014	46	August 2014	74
March 2014	20	Sept. 2014	47
April 2014	21	Oct. 2014	109

Source: Town of Leesburg- Economic Development Department

## Hotel Room Demand

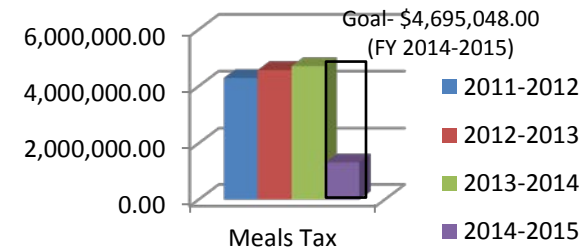


## Coming Soon

- Bon Chon Chicken
- C2 Operations, LLC
- Chipotle, Battlefield Shopping Center
- Digital Fortress One
- Flowthrough Plumbing Company
- Level One
- Lowes
- MLP Technologies
- N Touch Wireless
- Riverpointe Realty
- Salon Nolas
- Smart Driving Academy
- Unmanned Aerial Systems Today
- Yummy Pig BBQ

## Meals Tax

Source: Town of Leesburg



Fiscal Year 2011-2012	\$4,294,743.89
Fiscal Year 2012-2013	\$4,574,197.27
Fiscal Year 2013-2014	\$4,715,405.78
Fiscal Year 2014-2015 (year to date)	\$1,322,205.23

## Definitions

- Qualified Prospects-** All prospects with a serious interest in locating to Leesburg since 1-1-2013.
- Current Prospects-** Prospects actively looking for space during the time of this report.
- Wins-** Business prospects that the TOL-ED has worked with that have opened a location in Town.
- Ribbon Cuttings-** Grand openings for new businesses arranged and executed by the Town.



Find Us



**Among the “Best Places to Live & Launch”**

- Forbes Small Business

**A Great Place for Wine Lovers to Retire**

- Money Magazine

**One of America’s Best Places to Live**

- CNN Money

**#1 in Virginia for Job Seekers**

- NerdWallet

# Ask About Our Incentives

Arts & Cultural District



Leesburg HUBZone



VA Jobs Investment Program (VJIP)

BUSINESS  NE STOP

Loudoun County Incentives





*Have some news to share?*

*Let us help you celebrate  
your success!*

*You pick the date & the time.*

*We will:*

- ♦ Post the event on the town website, Facebook and Twitter
- ♦ Notify the local media
- ♦ Invite town elected & appointed officials
- ♦ Provide the ribbon & ceremonial scissors
- ♦ Take pictures
- ♦ Help you celebrate!

*For more information, contact:*

Doug Parsons ♦ 703-771-6530 ♦ [dparsons@leesburgva.gov](mailto:dparsons@leesburgva.gov)  
Marantha Edwards ♦ 703-737-7019 ♦ [medwards@leesburgva.gov](mailto:medwards@leesburgva.gov)



# Inc.

THE  
32ND  
ANNUAL

The Magazine for Growing Companies

# 500

# THE FASTEST GROWING (BEST RUN, MOST INNOVATIVE, AND MOST INSPIRING) PRIVATE COMPANIES IN AMERICA


\$5.99 U.S./CANADA

SEPTEMBER 2013



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A full-page photograph of Kevin Knight, a Black man with a shaved head, wearing a dark suit, white shirt, and a red and blue striped tie. He is standing with his arms crossed in a cemetery, with numerous white headstones visible in the background and lush green trees behind him. The lighting is natural, suggesting daytime.

🕒 **Brother's Keeper**  
Kevin Knight, at Winchester  
National Cemetery in  
Virginia—one of the military  
burial sites that Knight  
Solutions keeps shipshape



## NO. 296

Kevin Knight • Knight Solutions • Three-year growth 1,472.2% • 2012 REVENUE \$16.3 MILLION

# GIVING VETS—BOTH LIVING AND FALLEN—THE RESPECT THEY DESERVE

Kevin Knight imagined a future in the U.S. Army. But when he injured both eyes in a training accident, he chased a different dream—his own business, Knight Solutions—and wound up serving his nation in a different way.

**I REMEMBER** sitting in a chair in the doctor's office crying. He told me I was blind in my right eye and that I would be of no use to the Army. It was devastating.

Eventually, I graduated from Norfolk State University and then the University of Cincinnati, where I received my master's. I then worked for a number of big companies, like General Motors, that taught me what I needed to know to launch my own business.

I came to see the poor conditions of our military cemeteries when I went to the funeral of my brother-in-law, who was a Vietnam vet. It became my calling to turn those resting places around so that families can have a pleasant

experience visiting their loved ones.

I started making connections through the Department of Veterans Affairs. I explained that I wanted to take veterans who have seen action and hire them, give them a place where they would be able to say, "I did not leave my brother behind; I am taking care of him now." I launched Knight Solutions with the help of a mentor who enlightened me on the programs available to service-disabled-veteran-owned businesses.

When it comes to military cemeteries, all people think about is Arlington National. But there are more than 100 national cemeteries, some of which aren't kept to the standard they should be.

We're based in Leesburg, Virginia, but we provide cemetery restoration, construction, and grounds maintenance nationwide. Each job lasts about 12 to

18 months. We raise and realign each headstone and replace the sod. There is a standard for working on national cemeteries called the shrine standards, which requires that every headstone stand up straight, like a soldier. Anytime we start a new job, I remind our employees that there is zero tolerance for delivering anything less than that.

When we get a new contract, I call the VA hospital near the cemetery and talk to the veterans' rep to let them know I will be hiring a pool of veterans for the job. We set up a trailer as a base to get started and then move on to the next one. It's like having a mobile command center.

I get veterans who tell me their lives have been forever changed. Not only do they have stable employment with benefits, but they also have a sense of purpose in taking care of the resting place for their fallen brothers and sisters. **1**

***"I did not leave my brother behind;  
I am taking care of him now."***



SCAN THE PAGE TO TOUR A CEMETERY WITH KNIGHT. (Instructions, page 12)

As told to DARREN DAHL • Photograph by MELISSA GOLDEN

INC. 500 / LEAD



# MONEY

WHY AUTO STOCKS ARE SMOKING P. 48

SEPTEMBER 2013 | CNNMONEY.COM

**10** HOTTEST  
BIG-CITY  
NEIGHBORHOODS

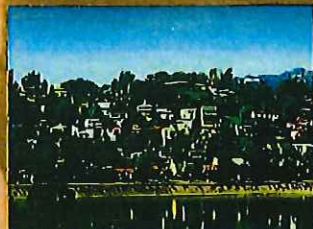
P. 69



NEW YORK CITY: PARK SLOPE



CHICAGO: LAKEVIEW



LOS ANGELES: SILVER LAKE

PLUS

5 YEARS AFTER:  
LESSONS OF THE  
FINANCIAL CRISIS P. 88

THE NEW WAY  
TO SAVE FOR  
RETIREMENT P. 81

## America's Best Places to Live

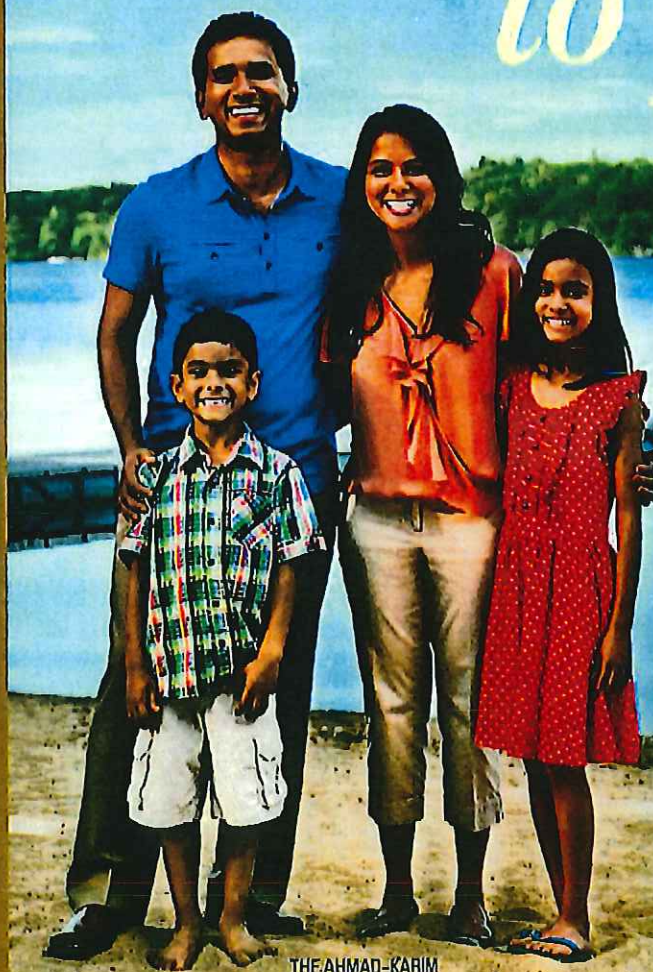
STARTS ON P. 68

**TOP 50  
SMALL  
TOWNS**

No. 1 | SHARON, MASS.

TAKE THE PAIN  
OUT OF MOVING  
P. 78

GREAT TOWN,  
BAD HOUSE?  
TRY THESE  
SMART FIXES  
P. 72



THE AHMAD-KARIM  
FAMILY IN NO. 1, SHARON

\$4.99US \$5.99CAN



0 70989 10095 4



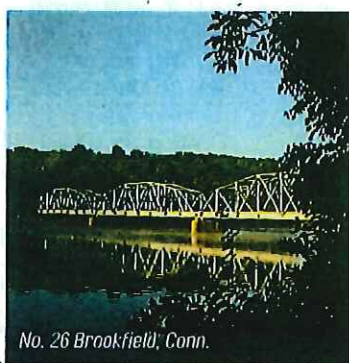


# 50 AMERICA'S BEST SMALL TOWNS

These places score high on many of the qualities that families look for in a hometown. The icons show where each town stands out.

## KEY TO ICONS

Health Economy Employment Education Home affordability



No. 26 Brookfield, Conn.

- 1 SHARON, MASS. pop. 17,844
- 2 LOUISVILLE, COLO. 18,924
- 3 VIENNA, VA. 18,285
- 4 CHANHASSEN, MINN. 23,685
- 5 SHERWOOD, ORE. 18,738
- 6 BERKELEY HEIGHTS, N.J. 13,345
- 7 MASON, OHIO 31,761
- 8 PAPILLION, NEB. 18,837
- 9 APEX, N.C. 40,205
- 10 WEST GOSHEN TOWNSHIP, PA. 22,421
- 11 WESTFORD, MASS. 22,407
- 12 PARKER, COLO. 47,790
- 13 MONTVILLE, N.J. 21,715
- 14 FARMINGTON, UTAH 19,135
- 15 SHREWSBURY, MASS. 38,048
- 16 HILLSBOROUGH, N.J. 38,828
- 17 APPLE VALLEY, MINN. 49,863
- 18 WESTFIELD, IND. 31,857
- 19 NEWCASTLE, WASH. 10,723
- 20 THE COLONY, TEXAS 39,055
- 21 SAVAGE, MINN. 27,711
- 22 WAUKEE, IOWA 14,945
- 23 MERRIMACK, N.H. 25,686

- 24 FIRESTONE, COLO. 10,629
- 25 DRAPER, UTAH 43,974
- 26 BROOKFIELD, CONN. 16,788
- 27 FARMINGTON, MICH. 10,378
- 28 MENOMONEE FALLS, WIS. 35,974
- 29 LINDEN, UTAH 10,846
- 30 WINDHAM, N.H. 13,599
- 31 LA PALMA, CALIF. 15,878
- 32 COPPELL, TEXAS 39,787
- 33 SUWANEE, GA. 16,002
- 34 HORSHAM, PA. 15,094
- 35 LEESBURG, VA. 46,140
- 36 MILL CREEK, WASH. 18,834
- 37 ANKENY, IOWA 46,973
- 38 TWINSBURG, OHIO 18,636
- 39 CHESHIRE, CONN. 28,433
- 40 BALLWIN, MO. 30,523
- 41 MONTGOMERY VILLAGE, MD. 33,052
- 42 SOLON, OHIO 23,012
- 43 EVANS, GA. 30,874
- 44 PFLUGERVILLE, TEXAS 49,481
- 45 SPRING HILL, TENN. 30,568
- 46 BUFFALO GROVE, ILL. 41,761
- 47 PELHAM, ALA. 22,297
- 48 PEACHTREE CITY, GA. 34,889
- 49 WALNUT, CALIF. 29,484
- 50 SIMSBURY, CONN. 34,889



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No. 12 H2O Town Pool in Parker, Colo.

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**FAN FAVORITES:** Which town do you think should capture top honors?

**PHOTO GALLERIES:** See the top-earning towns, the best places for affordable homes, hotspots for job growth, and more.



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**INSTAGRAM** See photos of our best places and readers' nominations. [instagram.com/mybestplaces](http://instagram.com/mybestplaces)

Notes: Jobs based on income growth, county unemployment (not seasonally adjusted), and projected job growth. Economy based on purchasing power, foreclosure rate, tax burden, and state's fiscal strength. Housing affordability based on median price-to-income ratio and average property taxes. Education based on test scores, educational interests and attainment, and percentage of kids in public schools. Health based on number of doctors and hospitals in the area and health of residents. Crime based on property and violent crime rates. Art and leisure based on activities in the town and surrounding area, including movie theaters, museums, green spaces, and sports venues. Sources: OnBoard Informatics, Bureau of Labor Statistics, Moody's, Standard & Poor's, RealtyTrac, National Conference of State Legislatures, Center on Budget and Policy Priorities, National Cancer Institute, U.S. Department of Health and Human Services, Centers for Disease Control and Prevention, Gallup, Office on Women's Health

# Water & Sewer Availability Fees

Water and sewer availability fees purchase capacity with the town's water and sewer system. They are one-time fees by which the town recovers the cost of the infrastructure needed to provide water and sewer service. These fees are paid when a building first receives water & sewer service, so if you are going into an existing or previously occupied space, the only time you will have to pay availability fees is if your business has a higher water use than the previous occupant. In those cases, you will pay only the difference between the availability fees for the previous and new uses. The exception to this requirement is if you are locating your business in the Historic District, in which case you will pay additional availability fees only if your business requires larger water and/or sewer connections than the existing ones.

Availability fees are calculated using average daily usages based on historical usages by various types of businesses. Current commercial categories and estimated daily usages are:

Office	33 gallons per day per 1,000 square feet*
Retail	36 gallons per day per 1,000 square feet*
Industrial/Warehouse	10 gallons per day per 1,000 square feet*
Hotels	90 gallons per day per room*
Hair Salons	80 gallons per day per styling chair*
Restaurants:	
• Full service	10 gallons per seat per meal per day*
• Limited service/fast food	8 gallons per seat per meal per day*
• Deli/Carry-out	36 gallons per day per 1,000 square feet*
• Coffee shops	890 gallons per day per 1,000 square feet*

\*The minimum availability fee is \$11,975.

FY 2016 water & sewer availability fees are:

\$13.33 per gallon per day for water service  
\$20.20 per gallon per day for sewer service  
\$33.53 total per gallon per day

For more information, contact the Town of Leesburg Department of Utilities at (703) 771-2762.

Updated: July, 2015